



CITY OF FILLMORE
CENTRAL PARK PLAZA
250 Central Avenue
Fillmore, California 93015-1907
(805) 524-3701 • FAX (805) 524-5707

August 29, 2019

REQUEST FOR PROPOSALS FOR SALE OF THE HISTORIC TOWNE THEATRE IN
FILLMORE, CALIFORNIA

The City of Fillmore is requesting proposals from arts and performance organizations and individuals interested in acquiring the Fillmore Towne Theatre located at 338 Central Avenue in Fillmore CA. A complete copy of the Request for Proposals can be viewed and downloaded from the City's website at, <http://www.fillmoreca.com/business/request-for-proposal/>.

Three copies of the proposal must be submitted in sealed envelopes and addressed to:

David Rowlands, City Manager
City of Fillmore
250 Central Avenue
Fillmore, CA 93015

All proposals must be submitted at or before 3:00 p.m. on Wednesday, September 25, 2019. Please mark the outside of the envelopes (and express shipment envelope, if applicable) as follows:

“PURCHASE OF THE HISTORIC TOWNE THEATRE IN FILLMORE, CALIFORNIA”

Questions may be directed to David Rowlands, City Manager at drowlands@ci.fillmore.ca.us or 805-312-9746.

Sincerely,

David W. Rowlands
City Manager

CITY OF FILLMORE

REQUEST FOR PROPOSALS FOR SALE OF THE TOWNE THEATRE

Section I - Introduction

Proposals are being sought by the Successor Agency to the Fillmore Redevelopment Agency ("Agency") from arts-related organizations and individuals for the sale of property commonly known as the Fillmore Towne Theatre located at 338 Central Avenue, Fillmore, CA, 93015. The Ventura County Assessor's Parcel Number is APN 053-0-071-170.

It is the Successor Agency's intention that the successful proposer will operate the Theatre as a venue for film, stage productions, musical performances, and other cultural and/or community-related events. Proposers shall demonstrate their experience managing or operating a performing venue and must describe that experience in detail as part of the proposal.

Preference will be given to proposers willing to keep the Towner Theatre as a performing venue.

THE PROPOSAL SUBMISSION DEADLINE: 3:00 PM, WEDNESDAY, SEPTEMBER 25, 2019

Section II - Building and Property Information

The Towne Theatre was acquired by the Fillmore Redevelopment Agency on April 21, 1994, shortly after the Northridge Earthquake, to allow the community to retain a venue for the arts to enhance the cultural offerings within the community, and to revitalize the downtown area. It was structurally stabilized, rehabilitated as a theater venue, and operated by the City of Fillmore from 1996 to 2011.

The Fillmore Towne Theatre, originally named the Barnes Theater, was constructed in 1916 and served as an assembly space for many community functions in addition to providing professional Vaudeville entertainment and moving pictures. It was also used by local churches and schools as a place for many types of meetings and presentations. High school pep rallies and fashion shows were held in the theatre. Wheel of fortune games and country store night (grocery giveaways) entertained and treated the citizens of Fillmore. Thus the Fillmore Towne Theatre has served as one of the focuses of community life, an integral part of social life in Fillmore for many decades. (Please refer to Attachment B for detailed information regarding the history and historical significance of the structure).

The Town Theatre property consists of one 0.14-acre parcel located at 338 Central Avenue. It is zoned Central Business District (CBD) under the City's General Plan and Zoning Ordinance and is located within the Downtown Specific Plan's Core Area. The Theatre seats

approximately Two Hundred (200). As is customary with older one-screen theaters, two small retail business areas are located on each side of the box office. These areas are currently being rented pursuant to month to month leases. City-owned public parking is located behind the Theatre and is not being offered for sale.

Section III - Conditions Governing Sale of Property

A. Offer

Interested parties must offer to purchase the subject property in cash at closing. All proposers must complete and submit the Offer to Purchase (Attachment A) indicating the amount offered for the Property. All valid offers submitted shall remain open for 90 days from the opening date of the RFP and the City reserves the right to formally accept any offer within that time period or, at its discretion, to reject all offers.

B. Purchase Price

The purchase price must be paid in cash at closing. The Towne Theatre has been appraised at \$380,000 and the minimum purchase price is \$380,000.

C. Title and Escrow Costs

The Successor Agency will provide the buyer with a standard owner's title policy for the property in the escrow agent's standard coverage form and pay the cost to record a deed in favor of the Buyer. The Buyer shall pay for any extended form of title insurance coverage as determined and requested by the buyer. All other escrow and collection costs will be paid by Buyer.

D. Commission

Any commission to be paid to an agent or broker shall be paid by the buyer and will not be deducted from the purchase price.

E. Earnest Money Deposit

Sealed proposals must include a minimum earnest money deposit of 10% of the purchase price, in the form of a certified or cashier's check, payable to the Fillmore Successor Redevelopment Agency and must be submitted together with the signed Offer to Purchase (Attachment A). The earnest money will be returned to all unsuccessful bidders within 90 days of the proposal due date. If a bidder's proposal is accepted, the earnest money deposit will be applied to the purchase cost.

F. Pre-Proposal Conference and Walk Through

A pre-proposal conference and walk through will be held at the Town Theater on **Wednesday, September 11, 2019 at 2:00 PM**. The conference will allow prospective proposers to inspect the facility. Attendance is highly recommended.

G. Submission of Proposal

Proposals must be submitted at or before 3:00 p.m. on Wednesday, September 25, 2019 and addressed to:

David Rowlands, City Manager
City of Fillmore
250 Central Avenue
Fillmore, CA 93015

Please mark the outside of the envelopes (and express shipment envelope, if applicable) as follows:

“PURCHASE OF THE HISTORIC TOWNE THEATRE IN FILLMORE, CALIFORNIA”

Hand delivered/couriered bids should be directed to the City Hall Finance Department Cashier's Window where they will be date stamped and held until the proposals are opened. Late submittals will not be considered.

H. Provision of Notices

Those interested in submitting a proposal are encouraged to provide contact information to David Rowlands, City Manager, at drowlands@ci.fillmore.ca.us Providing contact information will allow the Successor Agency to provide notification if an addendum to the RFP is issued or the RFP is cancelled. Those who choose not to provide contact information are solely responsible for checking the City's website for any issued addenda or notice of cancellation.

I. Award

The City intends to sell the Towne Theatre to the proposer that can best demonstrate the minimum experience required in operating a facility such as the Towne Theatre and that submits the highest offer to purchase. Sale of the property is subject to final approval by the Ventura County Oversight Board. The Fillmore Successor Agency Board of Directors reserves the right to reject any and all proposals.

Section IV - Questions

Questions regarding this RFP or the need for additional data or information should be submitted in writing by email to David Rowlands, City Manager at drowlands@ca.fillmore.ca.us no later than 4:00 pm on **Wednesday, September 11, 2019**. The Successor Agency will post questions and responses to those questions on City of Fillmore website at (<http://www.fillmoreca.com/business/request-for-proposal/>) by Wednesday, September 18, 2019. It is recommended that all interested parties attend the pre-proposal conference and visit the property before submitting a proposal.

SUBMIT WITH PROPOSAL

EXPERIENCE

Submit a detailed description identifying at least ten years of experience managing or operating a performing venue for film, stage productions, musical performances, and other cultural and/or community-related events

OFFER TO PURCHASE REAL PROPERTY

_____, herein called the “Buyer,” hereby offers and agrees to purchase from the Successor Agency to the Fillmore Redevelopment Agency (“Agency”) at the price and subject to the terms and conditions contained in this Offer, the following described real property “Property”) in an “AS IS” condition:

Ventura County Assessor’s Parcel Number APN 053-0-071-170.

Possession of the property shall be granted upon closing. Transfer of the Property shall be by Grant Deed after execution of a Purchase and Sale Agreement.

Closing shall be within ninety (90) days of acceptance of this offer and execution of the Purchase and Sale Agreement, unless otherwise agreed to by the parties. The Successor Agency Board of Directors reserves the right to reject all offers. This sale is subject to approval by the Ventura County Oversight Board.

SUBMITTAL: To ensure proper identification and handling, submit your offer in a sealed envelope. This offer may be hand delivered or mailed, must be delivered by the date and time specified in this Request For Proposals, and must be addressed to:

David Rowlands, City Manager
City of Fillmore
250 Central Avenue
Fillmore, CA 930105

Hand delivered/couriered bids should be directed to the City Hall Finance Department Cashier’s window where they will be date stamped and held until bid opening.

Timely delivery of the proposal is the sole responsibility of the proposer. Late offers, as determined by the City’s time/date stamp, will not be accepted. All offers shall remain valid for a period of 90 days from the RFP opening date.

The successful proposer will be determined by the experience in operating a venue similar to the Towne Theatre and the proposed purchase amount. Proposals must remain valid for 90 days from the bid opening date during which time the Seller may accept or reject any offer.

OFFER TO PURCHASE REAL PROPERTY (CONT'D.)

Total Purchase Price Offered: \$ _____

Earnest Money Deposit: \$ _____

Balance Due on Closing: \$ _____

Agent Commissions and other closing costs attributable to the Buyer are the responsibility of the Buyer and are not included in the purchase price.

**ATTACH A CERTIFIED OR CASHIER'S CHECK AS EARNEST MONEY DEPOSIT
(MINIMUM 10%)**

Buyer Name: _____

Buyer Signature/Title: _____

Address: _____

Telephone _____

Email: _____

Date: _____

Agent (if applicable) _____

Agent address: _____

Agent telephone & email: _____